

## Lewis and Clark Bicentennial Commission Meeting, November 28, 2001

*Attendees:* Doug Eiken, Frank Wesley, Chris Buckland, Jim Denny, Shannon Cave, Mark Kross, Ken Winn and Christyn Elley. Donald Gallop, Jonathan Kemper, Marci Bennett, Frank Jacobs, Gerald Lee, Ann Rogers, Cheryl Thorp, Barbara Woods, Steve Mahfood, David Mitchem, and Bob Smith participated via telephone.

Issue/Staff Person	Discussion
Call to order and Opening Comments by Co-chair Donald Gallop	<p>Donald Gallop called the meeting to order at 11:00 a.m. Doug Eiken asked for a roll call. He then announced that the meeting had a quorum and that the meeting should proceed.</p> <p><b>The meeting was then turned over to Jonathan Kemper.</b></p>
Welcome/Agenda Jonathan Kemper	<p>Jonathan Kemper gave highlights of the last meeting held in Jefferson City.</p> <p>The three highlights were:</p> <ol style="list-style-type: none"><li>1. The recommendation that the commission be expanded to include people in agency appointment positions. Those being the Commissioner of Education, D. Kent King, and the director of MoDOT, Henry Hungerbeeler, or their designees, on the commission. Both Messrs. King and Hungerbeeler would play critical rolls in the commemoration from the state side.</li><li>2. The Outreach committee made it very clear that we need to proceed with allocating the grants as quickly as possible and that's the principal business for today's meeting.</li><li>3. Reports of activities by Doug and by Jim Crabtree included discussion of the workshop and the traveling exhibit.</li></ol> <p>Jonathan Kemper reported there was no quorum at the October 31, 2001 commission meeting and therefore no official business was transacted.</p> <p>Doug Eiken was named Acting Executive Director. Doug Eiken reported that the commission would be asking the Governor to appoint First Lady Lori Hauser Holden as an ex-officio member. Doug said a letter needed to be prepared to the Governor making the request, with Steve Mahfood doing some behind-the-scenes work with staff so that the appointment can be done as quickly as possible.</p> <p><b>The Executive Order provides for such an appointment; the only thing needed was the paperwork.</b></p>
DNR Replacement Proposal for Jim Crabtree/Steve Mahfood	<p>Steve Mahfood reported that replacing Jim Crabtree had not been an easy task; however, he said he thought a very good solution was found. Steve Mahfood asked Doug to be the staffer and direct the Lewis and Clark Bicentennial Commission. He announced the addition of Frank Wesley, who works for Doug Eiken, as the assistant staff director and that Linda Gentry will continue her roll as commission secretary. Steve Mahfood said that the Department of Natural Resources is making a commitment of not just those three people but for himself and other staffers to support the commission and its activities. He expressed the fact that the commission would be saving some money with these changes. Steve said that the only disbursement DNR would be asking out of the appropriated money is approximately \$25,000 to fully fund Linda Gentry's position. DNR would take on the responsibility to pay for Doug Eiken, Steve Mahfood, Frank Wesley, and any other staffers or support people that are used to support the commission. Accordingly, this will free up roughly \$45,000 additional dollars that can be used by the commission for grants or other activities as the commission sees fit. Steve Mahfood reported that he feels like a good team has been formed.</p> <p><b>Steve Mahfood said that MDNR is committed to making sure that it is coordinating and working with, not taking over, leadership but working with and partnering with other departments.</b></p>
Acting Executive Director Comments/Doug Eiken	<p>Doug Eiken reported that the monthly newsletter will now be produced every other month and asked for input from the commissioners or agency staff for items for the newsletter. The newsletter goes out to 600+ people around the state and it's been the main communication feature of the commission. Doug Eiken reported his desire to keep the communication feature of the commission. Doug Eiken reported his desire to keep the Web page very active and updated. He said that with the newsletter every other month and the Web page updated weekly, information would be getting out to the public in a timely manner.</p> <p>Doug Eiken then reported that the Lewis and Clark Workshop was very successful with 110 participants. Although it was a last minute deal for many people, but by using the internet and the resources of the staff and the other agencies the necessary information got out and everyone was generally pleased with it. The one issue that came out of the workshop is that we are going to have</p>

	<p>to follow up on the business of the river rendezvous or the management of traffic on the Missouri River during the bicentennial commemoration. Doug Eiken stated that a task force will be formed to work with the Coast Guard, the Water Patrol, MDC, Corps of Engineers, National Guard and others to make sure that we are on top of it.</p> <p>Doug Eiken said he is recommending the formation of five task forces: 1) Events Task Force; 2) Promotions and Information (or it could be Marketing); 3) Exhibits and Interpretation; 4) Education Task Force; and 5) Budget and Development Task Force.</p> <p>It is contemplated that a commissioner would be assigned to coordinate and/or chair each of these task forces. At least one agency person would be assigned to each task force from the agencies that are on the commission or that have been attending meetings, and then the Division of State Parks or Department of Natural Resources would assign a staff person to either take minutes and/or carry out a lot of the coordination and follow-up necessary within each task force. Other commission members could volunteer to sign on to one or several of the task forces but we would make the three or five people, or whatever is appropriate, responsible for carrying out the work of each of those task forces.</p> <p>Doug Eiken said he and his staff are hoping that between now and the January 10<sup>th</sup> meeting they can identify and work with the co-chairs to assign responsibility for each of the task forces to commission members and have the proposal adopted at the January 10<sup>th</sup> meeting.</p> <p>Doug Eiken said that at the next meeting there will be one real interesting feature that has to do with the National Park Service's concept of bringing their exhibits through the state. He expressed his concern that the commission will be put in a position of refereeing whether Rocheport or Tebbetts, etc. gets the National Signature Event. As a result it will require a lot of coordination.</p>
<p>Agency Comments/ Jonathan Kemper</p> <p>Tourism: Bob Smith</p> <p>MDC: Shannon Cave</p>	<p>Jonathan Kemper then asked for the agency comments.</p> <p>Bob Smith reported that on Tourism's Web site they have an area dedicated to Lewis and Clark as well as a calendar of events for the year that have been supplied by the various entities across the state. Bob Smith stated that Tourism could go through and do a search and forward to the Lewis and Clark Web site those that have been covered. Bob said Tourism would be more than happy to have a link to the Web site where the two get a "double-whammy". Bob also reported that Tourism is having the vacation planner printed of which there is a four-page spread dedicated strictly to Lewis and Clark. He said that at the January 10<sup>th</sup> commission meeting he will have a complete listing of just exactly what all Tourism has and how it will be integrated. "There is a substantial commitment just on the vacation planner within itself," he said.</p> <p><b>Jonathan Kemper expressed the desire to have a joint meeting between the Lewis and Clark Commission and the Tourism Commission. Bob Smith said he would present that to the Tourism Commissioners at their meeting on December 7, 2001.</b></p> <p>Shannon Cave reported that the Department of Conservation has a lot of things going relating to the signs, the maps, creating some new artwork of incidents that happened in Missouri. He said the Discovery Center would be operational by February 1, 2002 with formal dedication and ribbon-cutting in April 2002. Shannon Cave added that Conservation is working on adding an access point to the Missouri River, developing some overlooks and trails, and that Conservation has a lot of their 20 education consultants within the state working actively in schools with programs and delivering teacher trunks and materials. He said they also have a lot of products in creation. Shannon Cave said there was a comment earlier that there was some concern that the commemoration in Missouri might turn out to be a DNR show and he complimented Doug, Chris, Frank, Linda, Jim Denny and everyone, and assured the commission that wasn't going to happen. Shannon said that we all want this to happen too much and the agencies are doing really well at working together.</p>
<p>Review of the Grants Scoring/Chris Buckland</p>	<p>Cheryl Thorp and Marci Bennett placed themselves on "hold" for the first portion of the grant review. Doug Eiken said that according to the guidelines for the grants, Marci and Cheryl could not participate in the discussion of the grants because they may have a conflict of interest. He said that they could hang up for two or three minutes until the commission had its discussion and then come back on again and the commission would continue on to the next item.</p> <p>Doug Eiken explained that there are 26 projects that the commission thinks can be funded and an</p>

	<p>additional 16 that did not get funded. Doug Eiken said the committee did not fund the total of all requests and commended the committee for their deliberating and deciding on the awards.</p> <p><b>Doug Eiken asked for an approval on the list of grants. Dr. Lee moved to approve. Dr. Woods seconded. Motion carried.</b></p> <p>Responding to a concern as to how the commission could ensure that the people receiving the grants can deliver the product in the application, especially if they have no documented history of putting on an event or doing an educational program. Doug Eiken said that in the agreement we have with each of the projects, the commission could specify to them to provide more information. If approval is given, we retain the option to come back to the applicant(s) if the commission has any questions and have the project reassessed at the next meeting. Donald Gallop suggested obtaining a format the Whitaker Foundation uses that requires grantees to make reports at six- and 12-month intervals.</p>
Education Committee Recommendation/ Dr. Gerald Lee	<p>Dr. Lee stated that the following there were three possible political/non-political groups that might oversee some of the grants:</p> <ol style="list-style-type: none"> <li>1. Randy Rook, who works with DESE, suggested that the Missouri Council for Social Studies would be a good venue to oversee the grants.</li> <li>2. Dr. Ken Winn brought up the fact that the Missouri Historical Records Advisory Board might be an excellent thing. A third party was mentioned in Rotary who potentially might oversee the smaller grant proposals either \$50,000 or \$75,000 for the mini grants. The other grants would be \$50,000 to \$75,000 would be for the larger grant proposals.</li> <li>3. Shannon Cave mentioned the Missouri Conservation Foundation that has this year administered a grant program for outdoor classrooms to school districts around the state.</li> </ol> <p>Doug Eiken summarized the proposal as a grant application for two types of grants. One is a one-lump sum grant, the sum entity to distribute mini grants to the school systems in \$500 (smaller) grants for presentations and demonstrations and so on for schools throughout Missouri and the rest of the money in that round, which is approximately \$93,000 if we go with \$50,000, that would be available statewide for projects with a strong educational emphasis. (It was at this point that Marci Bennett and Cheryl Thorp asked for, and were given, permission to come back into the conference call.)</p> <p><b>Donald Gallop asked for a motion to approve the Education committee's recommendation concerning setting out a procedure for the third round grants and guidelines. Dr. Woods moved. Frank Jacobs seconded. Motion carried.</b></p>
	<b>Meeting adjourned at 12:00 noon.</b>